



Loudoun Workforce Resource Center

102 Heritage Way, N.E., 1st Floor
 Leesburg, VA 20176
 (703) 777-0150 (Voice)
 711 (VA Relay)
www.loudoun.gov/wrc



Hours of Operation:

Monday, Tuesday, Thursday, Friday
 9:00am - 4:30pm
 Wednesday 9:00am - 12:30pm
1st Fri - WRC Opens at 1:00pm

PARTNER CONTACTS

Dept. of Rehabilitative
 Services
 (703) 771-4775

Disability Navigator
 Cheron Sutton-Brock
 (703) 970-3688

Virginia Employment
 Commission
 Alexandria (703) 813-1300
 Winchester (540) 722-3415

NVRC for the Deaf and
 Hard of Hearing
 Joan Cassidy
 nvrccloudoun@aol.com

Loudoun County
 Adult Education
 Irene Riordan
 (571) 252-2119

Northern Virginia
 Community College
 Esther Perantoni
 (703) 450-2551

Youth Employment
 Community Transitions
 Tandi Hoffmann
 (703) 771-5315

Youth Workforce,
 CEO Program
 Christina Huie
 (703) 533-5731

Veteran's Claims Rep.
 Geoffrey White
 (540) 635-4201

Office of Transportation
 Services
 Judy Galen
 (703) 737-8044

Ticket to Work
 Lauren Parker
 (703) 752-1606

Virginia Job Corps
 Christina Letellier
 (703) 671-5300

**MTE = Meet The
 Employer event**

Let us share in your success
 when you **land that job!**
 (703) 777-0150
wrc@loudoun.gov

May 2011

Mon	Tue	Wed	Thu	Fri
2 MTE: Hospitality Staffing Solutions 9:00 am - 11:00 am Click "n" Drag 9:30 am - 12:30 pm Job Club 10:00 am - 11:30 am (2nd floor) MTE: HMS Host 3:00 pm - 4:00 pm	3 Excel Basic 9:00 am - 4:00 pm MTE: Fed-Ex 10:00 am - 12:00 noon	4 Dell Learning Lab Available Today 9:00 am - 12:30 pm CLOSE @ 12:30pm	5 WIA Orientation 10:00 am - 12:00 noon Dell Learning Lab Available Today 9:00 am - 4:30 pm MTE: Farmers Insurance Group 11:00 am - 3:00 pm	6 OPEN AT 1:00 PM Dell Learning Lab Available Today 1:00 pm - 4:30 pm MTE: Wachovia 1:30 pm - 3:30 pm
9 Dell Learning Lab Available Today 9:00 am - 4:30 pm Job Club 10:00 am - 11:30 am (2nd floor)	10 PowerPoint Basic 9:00 am - 4:00 pm	11 Revitalize Your Job Search 10:00 am - 12:00 noon MTE: Prime Services 11:00 am - 12:00 noon CLOSE @ 12:30pm	12 Dell Learning Lab Available Today 9:00 am - 4:30 pm Interview Workshop 12:00 noon - 2:00 pm	13 Vet. Claims Rep. 10:00 am - 1:00 pm Dell Learning Lab Available Today 1:00 pm - 4:30 pm WK/CG
16 Social Media for Job Seekers 9:30 am - 12:00 noon Job Club 10:00 am - 11:30 am (2nd floor) Dell Learning Lab Available Today 1:00 pm - 4:30 pm	17 Word Basic (Part A) 9:30 am - 11:30 am Federal Job Search 10:00 am - 12:00 noon MTE: Fed-Ex 10:00 am - 12:00 noon Online Job Applications 1:00 pm - 3:00 pm	18 MTE: Hospitality Staffing Solutions 9:00 am - 12:00 noon CLOSE @ 12:30pm	19 Word Basic (Part B) 9:00 am - 12:00 noon MTE: Grafton 9:30 am - 12:00 noon Child Support Enforcement 9:30 am - 3:30 pm (2nd Floor) WIA Orientation 10:00 am - 12:00 noon Disability Navigator 10:00 am - 4:00 pm	20 Professional Resume Writing 9:00 am - 12:00 noon Mock Interviews 10:00 am - 1:00 pm Dell Learning Lab Available Today 1:00 pm - 4:30 pm
23 Windows XP 9:00 am - 4:00 pm Job Club 10:00 am - 11:30 am (2nd floor)	24 Word Basic 9:00 am - 4:00 pm	25 CLOSE @ 12:30pm WK/SD	26 Resume Writing 101 9:00 am - 1:00 pm Deaf & Hard of Hearing Rep. 10:00 am - 12:00 noon Dell Learning Lab Available Today 1:00 pm - 4:30 pm	27 Dell Learning Lab Available Today 9:00 am - 4:30 pm Vet. Claims Rep. 10:00 am - 1:00 pm
30 	31 Excel Basic 9:00 am - 4:00 pm New Age Job Search 1:00 pm - 3:00 pm			

Workshops are offered at NO COST. However, Pre-registration is Required.
Please stop by the center or call 703-777-0150 to register.